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**Austria-Vienna: Provision of editorial services
2014/S 045-074362**

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1) Name, addresses and contact point(s)

European Union Agency for Fundamental Rights
Schwarzenbergplatz 11

For the attention of: Procurement Section

1040 Vienna

AUSTRIA

Telephone: +43 158030610

E-mail: procurement@fra.europa.eu

Fax: +43 158030691

Internet address(es):

General address of the contracting authority: <http://www.fra.europa.eu>

Address of the buyer profile: <http://fra.europa.eu/en/about-fra/procurement/calls-for-tender>

Further information can be obtained from: The above mentioned contact point(s)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from: The above mentioned contact point(s)

Tenders or requests to participate must be sent to: The above mentioned contact point(s)

I.2) Type of the contracting authority

European institution/agency or international organisation

I.3) Main activity

General public services

Other: Fundamental rights.

I.4) Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1) Description

II.1.1) Title attributed to the contract by the contracting authority:

Provision of editorial services.

II.1.2) Type of contract and location of works, place of delivery or of performance

Services

Service category No 27: Other services

Main site or location of works, place of delivery or of performance: The place of performance of the tasks shall be the contractor's premises or any other place indicated in Annex A.1 technical specifications.

NUTS code AT130

II.1.3) Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)

The notice involves the establishment of a framework agreement

II.1.4) Information on framework agreement

Framework agreement with several operators

maximum number of participants to the framework agreement envisaged: 3

Duration of the framework agreement

Duration in months: 48

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT: 350 000 EUR

II.1.5) Short description of the contract or purchase(s)

The provision of editorial services for the contracting authority.

II.1.6) Common procurement vocabulary (CPV)

79820000

II.1.7) Information about Government Procurement Agreement (GPA)

The contract is covered by the Government Procurement Agreement (GPA): no

II.1.8) Lots

This contract is divided into lots: yes

Tenders may be submitted for all lots

II.1.9) Information about variants

Variants will be accepted: no

II.2) Quantity or scope of the contract

II.2.1) Total quantity or scope:

The maximum volume of the framework contract for both lots over 4 years is estimated at 350 000 EUR excluding VAT:

lot 1: provision of editorial services in German: 150 000 EUR excluding VAT;

lot 2: provision of editorial services in French: 200 000 EUR excluding VAT.

The contracting authority may exercise the option to increase the estimated contract amount at a later stage via negotiated procedure with the successful tenderer(s) in accordance with Articles 134(1)(e) and (f) of the rules of application of the Financial Regulation.

II.2.2) Information about options

Options: no

II.2.3) Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 3

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:
in months: 12 (from the award of the contract)

II.3) Duration of the contract or time limit for completion

Duration in months: 48 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Editorial services in German

1) Short description

The provision of editorial services to the contracting authority in German.

- 2) **Common procurement vocabulary (CPV)**
79820000
- 3) **Quantity or scope**
The maximum volume of the framework contract for lot 1 over 4 years is estimated at 150 000 EUR excluding VAT.
- 4) **Indication about different date for duration of contract or starting/completion**
- 5) **Additional information about lots**

Lot No: 2

Lot title: Editorial services in French

- 1) **Short description**
The provision of editorial services to the contracting authority in French.
- 2) **Common procurement vocabulary (CPV)**
79820000
- 3) **Quantity or scope**
The maximum volume of the framework contract for lot 2 over 4 years is estimated at 200 000 EUR excluding VAT.
- 4) **Indication about different date for duration of contract or starting/completion**
- 5) **Additional information about lots**

Section III: Legal, economic, financial and technical information

- III.1) **Conditions relating to the contract**
 - III.1.1) **Deposits and guarantees required:**
Not applicable.
 - III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:**
Payments shall be executed only if the contractor has fulfilled all his contractual obligations by the date on which the invoice is submitted. Payment requests may not be made if payments for previous periods have not been executed as a result of default or negligence on the part of the contractor.
The invoicing procedure for specific contracts or for order forms will be 100 % on completion of the work, based on the acceptance by the contracting authority.
 - III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**
Please refer to Sections 9 and 10 of Annex A — tender specifications, available at: http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm
 - III.1.4) **Other particular conditions**
The performance of the contract is subject to particular conditions: no
- III.2) **Conditions for participation**
 - III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers**
Information and formalities necessary for evaluating if the requirements are met: Please refer to Section 17.1 of the tender specifications (Annex A), available at: http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm
 - III.2.2) **Economic and financial ability**

Information and formalities necessary for evaluating if the requirements are met: Please refer to Section 17.2 of the tender specifications (Annex A), available at: http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm

Minimum level(s) of standards possibly required: Please refer to Section 17.2.1 of the tender specifications (Annex A), available at: http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm

III.2.3) Technical capacity

Information and formalities necessary for evaluating if the requirements are met:

Please refer to Section 17.2.2 of the tender specifications (Annex A), available at: http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm

Minimum level(s) of standards possibly required:

Please refer to Section 17.2.2 of the tender specifications (Annex A), available at: http://fra.europa.eu/fraWebsite/about_fra/procurement/procurement_en.htm

III.2.4) Information about reserved contracts

III.3) Conditions specific to services contracts

III.3.1) Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2) Staff responsible for the execution of the service

Legal persons should indicate the names and professional qualifications of the staff responsible for the execution of the service: yes

Section IV: Procedure

IV.1) Type of procedure

IV.1.1) Type of procedure

Open

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate

IV.1.3) Reduction of the number of operators during the negotiation or dialogue

IV.2) Award criteria

IV.2.1) Award criteria

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

IV.2.2) Information about electronic auction

An electronic auction will be used: no

IV.3) Administrative information

IV.3.1) File reference number attributed by the contracting authority:

F-SE-13-T16.

IV.3.2) Previous publication(s) concerning the same contract

Other previous publications

Notice number in the OJEU: [2012/S 180-295267](#) of 19.9.2012

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document

Time limit for receipt of requests for documents or for accessing documents: 11.4.2014

Payable documents: no

IV.3.4) Time limit for receipt of tenders or requests to participate

16.4.2014 - 17:00

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up

Any EU official language

IV.3.7) Minimum time frame during which the tenderer must maintain the tender

in days: 6 (from the date stated for receipt of tender)

IV.3.8) Conditions for opening of tenders

Date: 28.4.2014 - 10:30

Place:

European Union Agency for Fundamental Rights, Schwarzenbergplatz 11, 1040 Vienna, AUSTRIA.

Persons authorised to be present at the opening of tenders: yes

Additional information about authorised persons and opening procedure: An authorised representative of each tenderer may attend the opening of the bids. Companies wishing to attend are requested to notify their intention by sending a fax or e-mail at least 72 hours in advance to the fax or e-mail. This notification must be signed by an authorised officer of the tenderer and specify the name of the person who will attend the opening of the bids on the tenderer's behalf.

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: no

VI.2) Information about European Union funds

The contract is related to a project and/or programme financed by European Union funds: no

VI.3) Additional information

The contract will be awarded to the tenderer offering the best value for money, on the basis of the following quality-price ratio:

score for tender X = (lowest price/price of tender X) * 40 + (total quality score (out of 100) for all award criteria of tender X/100) * 60.

The tender documents will be available for download at the address indicated under heading I.1. The website will be updated regularly and it is the tenderers' responsibility to check for updates and modifications during the tendering period.

VI.4) Procedures for appeal

VI.4.1) Body responsible for appeal procedures

General Court

rue du Fort Niedergrünwald

2925 Luxembourg

LUXEMBOURG

Telephone: +352 4303-1

Internet address: <http://curia.europa.eu>

Fax: +352 4303-2100

VI.4.2) Lodging of appeals

Precise information on deadline(s) for lodging appeals: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

VI.4.3) Service from which information about the lodging of appeals may be obtained

VI.5) Date of dispatch of this notice:

21.2.2014